

# OFF-SYSTEM HIGHWAY BRIDGE PROGRAM



2005 - 2007  
ENVIRONMENTAL  
PROCESS  
PROCEDURES



KATHLEEN BABINEAUX BLANCO  
GOVERNOR

**STATE OF LOUISIANA  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

P.O. Box 94245  
Baton Rouge, Louisiana 70804-9245  
[www.dotd.louisiana.gov](http://www.dotd.louisiana.gov)



JOHNNY B. BRADBERRY  
SECRETARY

June 6, 2006  
225-379-1338

**SUBJECT: ENVIRONMENTAL PROCESS PROCEDURES  
OFF-SYSTEM BRIDGE PROJECTS**

TO EACH CONSULTANT

Each Federal-Aid Off-System Bridge Project must be environmentally processed prior to being authorized for final plan development by the Federal Highway Administration. In most cases, these types of projects can be processed with what is called a "Categorical Exclusion". This type of clearance is the simplest type to obtain.

In order to assist you in your efforts to obtain environmental clearance, we have put together the attached instructional packet. This packet contains all of the information you will need to successfully gain environmental clearance for your parish projects. The flow chart outlines the steps involved and shows whether or not the consultant or state will handle particular steps.

The environmental clearance process is a timely procedure, so an early start is best.

We hope that this information will be helpful. If you have any questions or need assistance, please contact Ms. Lache' Anderson at (225) 242-4503.

Sincerely,

Noel Ardoin, P.E.  
Environmental Engineer Administrator

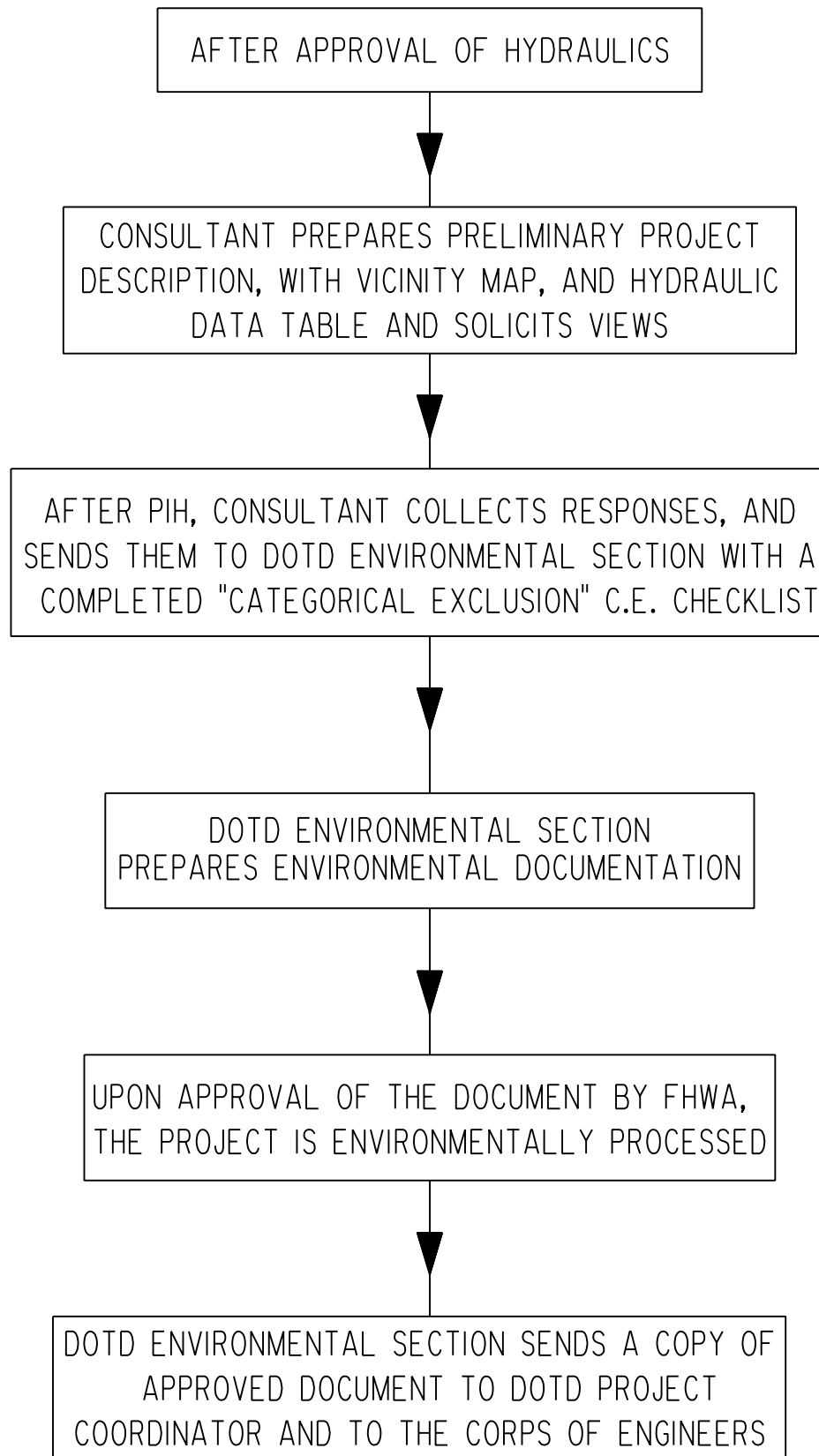
Enclosure

# **OFF-SYSTEM BRIDGE PROJECTS ENVIRONMENTAL PROCESS INSTRUCTIONAL PACKET**

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# ENVIRONMENTAL PROCESS FLOWCHART OFF-SYSTEM BRIDGE PROJECTS



## **SOLICITATION OF VIEWS PROCEDURE**

Example of SOV letter:

SOV example letter enclosed

Example of Preliminary Project Description:

Attached are several examples of preliminary project descriptions. Look through these and choose the one most appropriate for your project. Feel free to tailor project data as to description, relocation or moveable bridge.

Example of Project Location Map

For base map – you can use a copy of the location map (in packet from Coordinator). Each map should have the bridge location circled and each project site labeled. The township, section and range must also be shown. An example is enclosed.

## SOLICITATION OF VIEWS (SOV)

### 1. Description:

The purpose of the SOV is to inform interested persons and agencies of the proposed project and to allow them 30 days in which to comment. The SOV is made up of three parts: examples of which have been provided for your information.

The first part is the SOV letter, attached. The blank in the last paragraph on page 1 should be filled in with the date that the responses to the SOVs are due back to your office (this date should be at least 30 days from the day the SOV is mailed).

The second part of the SOV is the mailing lists, which are composed of State and Parish lists. These lists were included in your project packet from the Project Coordinator. The SOV must be sent to every address on these lists. Do not exclude any person or agency. It is your responsibility to update these lists prior to mailing out the SOVs.

The third part of the SOV is the project description, vicinity map and hydraulic data table. Examples are attached as guides for your preparation of same. The project description, map and hydraulic data table must be sent with the SOV. One copy of this information, per project, is also to be sent to the Project Coordinator.

Interested parties wishing to comment should do so by the deadline. Not everyone on the mailing list will reply. Do not worry about this. Responses are required from the following four (4) agencies: U.S. Corps of Engineers, U.S. Wildlife and Fisheries, State Historic and Preservation Officer and the Floodplain Administrator. If no response is obtained, documentation that three (3) attempts were made will be required.

### 2. Site Survey:

If additional right-of-way or a construction diversion is required for the project, a biological survey may need to be performed. If a cultural resource survey is required, **this must be done**. This section will **not** perform these surveys; the Parish must engage the services of a competent professional who must prepare a written report of the survey, if this is determined necessary.

Other permits may include, but may not be limited to the following:

U.S. Coast Guard Bridge Permit

U.S. Army Corps of Engineers 404 Permit

LA Dept. of Natural Resources Coastal Use Permit

LA Dept. of Environmental Quality Water Quality Certification

Louisiana Natural and Scenic Stream Class B Permit

The DOTD Federal Permit Coordinator will submit applications for U.S. Army Corps of Engineers Nationwide Permits for Federal-Aid, Off-System Projects. Copies of sketches may be required to be submitted for review and will be returned with comments for correction. Approved copies of all permits will be received by the Federal Permit Coordinator prior to a project being let to contract. For additional information contact:

LA DOTD

Attn: Ms. Traci T. Johnson

Post Office Box 94245, Cubicle 502E

Baton Rouge, LA 70804-9245

Phone: (225) 379-1317

3. Environmental Checklist:

After the plan-in-hand inspection, you will be instructed to complete the environmental checklist.

Answer "Yes" or "No" in each blank, or provide a brief explanation, as appropriate. Attached to the checklist, we have provided a brief description of some of the terms and the legislation cited in the checklist. If you have any questions about the terms or are unsure whether certain legislation is involved, call this office.

4. Review By DOTD:

The next step is to send this Section (Section 28) the following material for review:

- a. SOV package and copy of mailing lists used.
- b. Copies of all responses to SOV
- c. Copy of the completed environmental checklist
- d. Copies of other permit applications relative to the proposed projects
- e. Email containing the project description and map
- f. Copies of any biological or cultural resource reports prepared, if applicable.

Off-System Highway Bridge Program  
Environmental Process Procedures

This Section will review this material and determine whether a CE is warranted.

5. Environmental Clearance:

If this Section determines that a CE is warranted, we will request concurrence from the FHWA. If FHWA concurs, the project will be environmentally processed.

If it is determined that a CE is not warranted, another form of environmental clearance is then necessary. We will notify you of the particular requirements, if that situation arises.



## **(Sample letter to be placed on Consultant's letterhead)**

STATE PROJECT NO.  
F.A.P. NO.  
NAME  
PARISH

Re: Solicitation of Views

Early in the planning stages of a transportation facility, views from federal, state and local agencies, organizations, and individuals are solicited. The special expertise of these groups can assist DOTD with the early identification of possible adverse economic, social or environmental effects or concerns. Your assistance in this regard will be appreciated.

Due to the earliness of this request for your views, very limited data concerning the proposed project exists. We have, however, attached a map showing the general location of the project, along with a preliminary project description.

It is requested that you review the attached information and furnish us with your views and comments by ①. Please reference the State Project number(s) in your reply. Replies should be addressed to Consultant Firm, Address, City, State, Zip+4.

Sincerely,

Name  
Title

① This date signifies the end of public comment period. Calculate 30 days from date of SOV and add one week.

## PRELIMINARY PROJECT DATA 1

STATE PROJECT NO. \_\_\_\_\_ Cost: \_\_\_\_\_  
F.A.P. NO. \_\_\_\_\_ ADT: \_\_\_\_\_  
\_\_\_\_\_ Class: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The proposed project calls for the replacement of a \_\_\_\_\_ wide x \_\_\_\_\_ long timber bridge, crossing \_\_\_\_\_ in \_\_\_\_\_ Parish. The bridge was constructed in 19\_\_.

Plans call for replacement with pipe conduits or box culverts. The contractor may use \_\_\_\_\_ reinforced concrete pipes or \_\_\_\_\_ corrugated metal pipes or \_\_\_\_\_ reinforced concrete box culverts. Bedding material will be placed in the stream. Additional right-of-way will be required.

The parish road will be closed during construction and a detour bridge will not be provided. There will be no displacements as a result of this project. There are no National Register of Historic Places Properties in the project areas. This stream is not included on the Louisiana Natural and Scenic Streams System.

It is anticipated that the project will be environmentally processed as a categorical exclusion. If a U.S. Army Corps of Engineers Permit is required, it is anticipated that the project would fall under the Nationwide Permit pursuant to Part 330.5a(23).

## PRELIMINARY PROJECT DATA 2

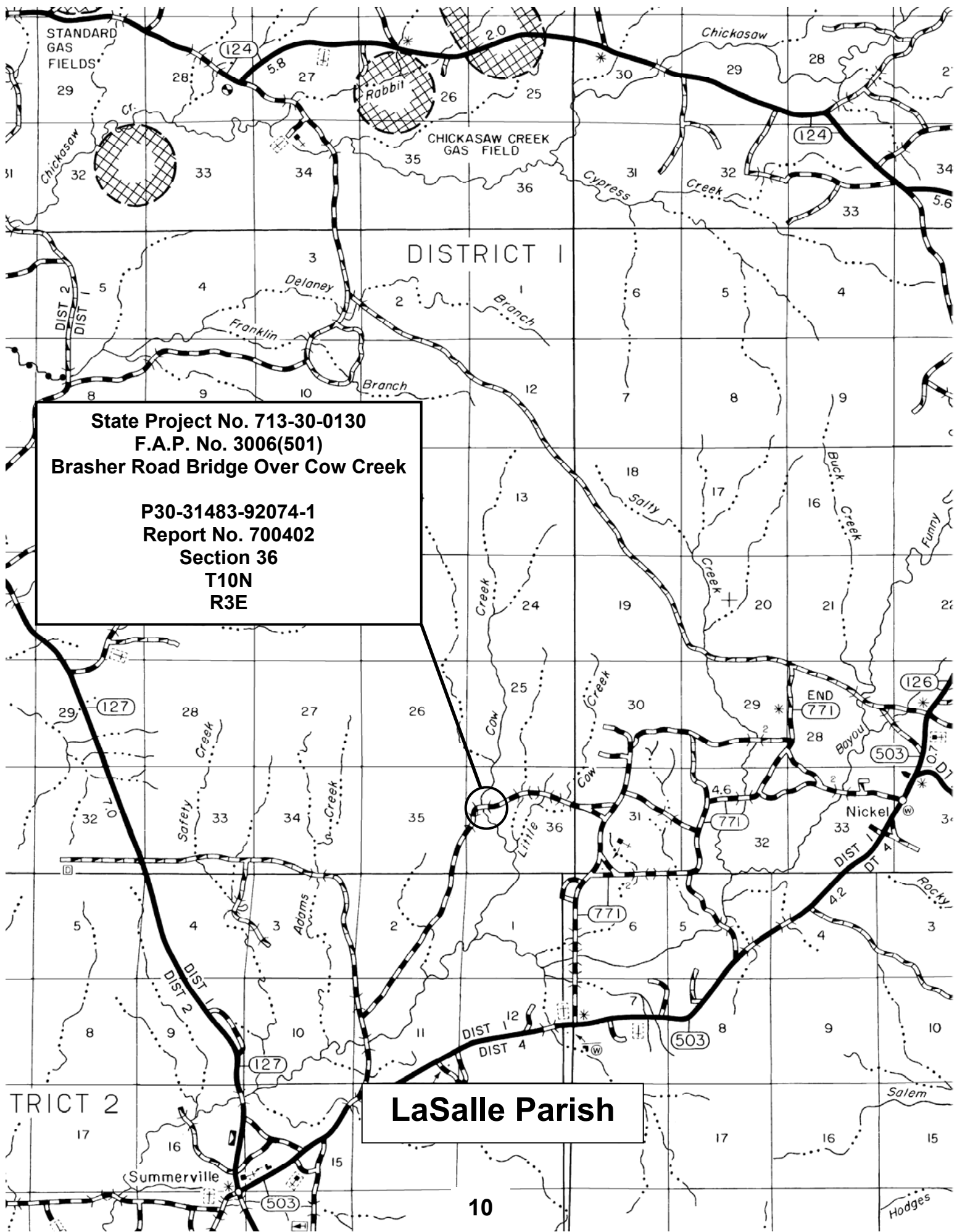
|                         |              |
|-------------------------|--------------|
| STATE PROJECT NO. _____ | Cost: _____  |
| F.A.P. NO. _____        | ADT: _____   |
| _____                   | Class: _____ |
| _____                   |              |
| _____                   |              |

The proposed project calls for the replacement of a \_\_\_\_\_ wide x \_\_\_\_\_ long timber bridge, crossing \_\_\_\_\_ in \_\_\_\_\_ Parish. The bridge was constructed in 19\_\_\_\_.

Plans call for replacement with a \_\_\_\_\_ long concrete slab span bridge with a \_\_\_\_\_-foot clear roadway and 10-foot concrete approach slabs. Excavation in the stream will be necessary. Additional right-of-way will be required.

The parish road will be closed during construction and a detour bridge will not be provided. There will be no displacements as a result of this project. There are no National Register of Historic Places Properties in the project areas. This stream is not included on the Louisiana Natural and Scenic Streams System.

It is anticipated that the project will be environmentally processed as a categorical exclusion. If a U.S. Army Corps of Engineers Permit is required, it is anticipated that the project would fall under the Nationwide Permit pursuant to Part 330.5a(23).



**State Project No. 713-30-0130**  
**F.A.P. No. 3006(501)**  
**Brasher Road Bridge Over Cow Creek**

**P30-31483-92074-1**  
**Report No. 700402**  
**Section 36**  
**T10N**  
**R3E**

**LaSalle Parish**

## EXPLANATION OF TERMS

Displacements occur when any person is required to move from real property or move his personal property from real property because of the acquisition of right-of-way for the project.

Air Quality Analysis may be required when a project results in:

- a) Increased traffic volume,
- b) Traffic routed through new areas, or
- c) Increased traffic congestion

Noise Study Report may be required when the project results in:

- a) Increased traffic volume,
- b) Traffic routed through new areas, or
- c) New alignment bringing traffic closer to noise receptors.

## EXPLANATION OF TERMS

- 1) Preservation of Parkland (Section 4(f))  
Applies when project will impact publicly owned recreation areas or sites eligible for the National Register.
- 2) Section 106 of the National Historic Preservation Act  
Applies when project will impact a structure or site eligible for the National Register of Historic Places; or if project will substantially modify a bridge 50 years old or older, that has been determined eligible or the National Register.
- 3) Land and Water Conservation Fund Act (Section 6(f))  
Applies if project will impact prime or unique farmland.
- 4) Executive Order 11990, Protection of Wetlands  
Applies if project will impact wetlands. Note: a wetlands determination must be made.
- 5) Executive Order 11988, Evaluation of Flood Hazards  
Applies if project occurs in the 100-year floodplain as described by the Federal Emergency Management Agency (FEMA).

- 6) Coastal Zone Management Act  
Applies if project occurs in the Coastal Zone (roughly everything south of 5 feet MSL).
- 7) Endangered Species Act of 1973  
Applies if project will impact any species on the federal list of endangered or threatened species.
- 8) Wild and Scenic Rivers Act  
Applies if project impacts a river listed on the national list of Wild and Scenic Rivers.
- 9) Louisiana Natural and Scenic Rivers Act (Class B Permit)  
Applies if a project impacts a stream listed on the state list of natural and scenic rivers.
- 10) Rivers and Harbors Act of 1899  
(Coast Guard Bridge Permit)  
Applies if the project impacts a navigable waterway of the U.S.
- 11) Federal Water Pollution Control Act (1972) as amended by the Clean Water Act (1977) (Section 404 Permit)  
Applies if the project results in a discharge to water bodies.
- 12) Farmland Protection Policy Act  
Applies if project will impact prime or unique farmland.

## ENVIRONMENTAL DETERMINATION CHECKLIST

State Project No.

Federal Aid No.

Name:

Route:

Parish:

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### 1. General Information

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Status:      ☐ Conceptual Layout      ☐ Plan-in-Hand  
                 ☐ Line and Grade      ☐ Preliminary Plans  
                 ☐ Survey      ☐ Final Design

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### 2. Class of Action

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- ☐ Environmental Impact Statement (E.I.S.)
- ☐ Environmental Assessment (E.A.)
- ☐ Categorical Exclusion (C.E.)
- ☐ Programmatic C.E. (as defined in letter of agreement dated 03/15/95,  
does not require FHWA approval)

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### 3. Project Description (use attachment if necessary)

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### 4. Public Involvement

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- ☐ Views were solicited on \_\_\_\_\_.  
Responses are attached.
- ☐ No adverse comments were received.
- ☐ Comments are addressed in attachment.
- ☐ A public hearing (P/H)/Opportunity is not required.
- ☐ An opportunity for requesting a P/H will be afforded upon your concurrence.
- ☐ Opportunity was afforded, with no requests for P/H.
- ☐ A Public Hearing was held on \_\_\_\_\_.
- ☐ A Public Meeting was held on \_\_\_\_\_.

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### 5. Real Estate (If yes, use attachment)

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|   | NO                       | YES                      |
|---|--------------------------|--------------------------|
| a. Will additional right-of-way be required?.....   | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Will any relocations be required?.....<br>(Attach conceptual stage relocation plan if yes) | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Are construction or drainage servitudes required?.....                                     | <input type="checkbox"/> | <input type="checkbox"/> |

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**6. Cultural and 106 Impacts (If yes, use attachment)**

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|  | NO  | YES |
|--|-----|-----|
| a. <b>Section 4(f) or 6(f) lands</b>                             |     |     |
| Are any impacted by the project? (If so, list below).....        | ( ) | ( ) |
| Are any adjacent to the project? (If so, list below).....        | ( ) | ( ) |
| b. <b>Known Historic sites/structures</b>                        |     |     |
| Are any impacted by the project? (If so, list below).....        | ( ) | ( ) |
| Are any adjacent to the project? (If so, list below).....        | ( ) | ( ) |
| c. <b>Known Archaeological sites</b>                             |     |     |
| Are any impacted by the project? (If so, list site # below)..... | ( ) | ( ) |
| Are any adjacent to the project? (If so, list site # below)..... | ( ) | ( ) |
| d. <b>Cemeteries</b>   |     |     |
| Are any impacted by the project? (If so, list below).....        | ( ) | ( ) |
| Are any adjacent to the project? (If so, list below).....        | ( ) | ( ) |
| e. <b>Historic Bridges</b> .....                                 | ( ) | ( ) |

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**7. Wetlands (Attach wetlands finding, if applicable)**

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|  | NO  | YES |
|--|-----|-----|
| a. Are wetlands being affected?.....                 | ( ) | ( ) |
| b. Are other waters of the U.S. being affected?..... | ( ) | ( ) |
| c. Can C.O.E. Nationwide Permit be used?.....        | ( ) | ( ) |

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**8. Natural Environment (use attachment if necessary)**

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|   | NO  | YES |
|---|-----|-----|
| a. Endangered/Threatened Species/Habitat.....                         | ( ) | ( ) |
| b. Within 100 Year Floodplain?.....                                   | ( ) | ( ) |
| Is project a significant encroachment in Floodplain?.....             | ( ) | ( ) |
| c. In Coastal Zone Management Area?.....                              | ( ) | ( ) |
| Is the project consistent with the Coastal Management Program?.....   | ( ) | ( ) |
| d. Coastal Barrier Island (Grand Isle only).....                      | ( ) | ( ) |
| e. Farmlands (use form AD 1006 if necessary).....                     | ( ) | ( ) |
| f. Is project on Sole Source Aquifer?.....                            | ( ) | ( ) |
| Is coordination with EPA necessary?.....                              | ( ) | ( ) |
| g. Natural & Scenic Stream Permit required.....                       | ( ) | ( ) |
| h. Is project impacting a waterway?.....                              | ( ) | ( ) |
| Has navigability determination been made?.....                        | ( ) | ( ) |
| .....Will a US Coast Guard permit or amended permit be required?..... | ( ) | ( ) |

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**9. Physical Impacts (use attachment if necessary)**

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|  | NO  | YES |
|--|-----|-----|
| a. Is a noise analysis warranted (Type I project).....   | ( ) | ( ) |
| Are there noise impacts based on violation of the (NAC)?.....  | ( ) | ( ) |
| Are there noise impacts based on the 10 dBA increase?.....   | ( ) | ( ) |
| Are noise abatement measures reasonable and feasible?.....   | ( ) | ( ) |
| b. Is an air quality study warranted?.....   | ( ) | ( ) |
| Do project level air quality levels exceed the NAAQS for CO?.....  | ( ) | ( ) |
| c. Is project in a non-attainment area for Carbon monoxide (CO),<br>Ozone (O <sub>3</sub> ), Nitrogen dioxide (NO <sub>2</sub> ), or Particulates (PM-10)? ..... | ( ) | ( ) |
| d. Is project in an approved Transportation Plan, Transportation<br>Improvement Program (TIP) and State Transportation<br>Improvement Program (STIP)?.....       | ( ) | ( ) |
| e. Are construction air, noise, & water impacts major?.....  | ( ) | ( ) |
| f. Are there any known waste sites or U.S.T.s?.....  | ( ) | ( ) |
| Will these sites require further investigation prior to purchase? .....  | ( ) | ( ) |



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**10. Social Impacts (use attachment if necessary)**

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|   | NO  | YES |
|---|-----|-----|
| a. <b>Land use changes</b> .....  | ( ) | ( ) |
| b. <b>Churches and Schools</b>  |     |     |
| Are any impacted by the project? (If so, list below).....                           | ( ) | ( ) |
| Are any adjacent to the project? (If so, list below).....                           | ( ) | ( ) |
| c. <b>Title VI Considerations</b> .....   | ( ) | ( ) |
| d. <b>Will any specific groups be adversely affected</b>                            |     |     |
| (i.e., minorities, low-income, elderly, disabled, etc.)? .....                      | ( ) | ( ) |
| e. <b>Hospitals, medical facilities, fire police</b>                                |     |     |
| Are any impacted by the project? (If so, list below).....                           | ( ) | ( ) |
| Are any adjacent to the project? (If so, list below).....                           | ( ) | ( ) |
| f. <b>Transportation pattern changes</b> .....                                      | ( ) | ( ) |
| g. <b>Community cohesion</b> .....  | ( ) | ( ) |
| h. <b>Are short-term social/economic impacts due to construction</b>                |     |     |
| <b>considered major?</b> .....  | ( ) | ( ) |
| i. <b>Do conditions warrant special construction times</b>                          |     |     |
| (i.e., school in session, congestion, tourist season, harvest)?.....                | ( ) | ( ) |
| j. <b>Were Context Sensitive Solutions considered?</b> (If so explain below).....   | ( ) | ( ) |
| k. <b>Will the roadway/bridge be closed? (If yes, answer questions below)</b> ..... | ( ) | ( ) |
| Will a detour bridge be provided?.....  | ( ) | ( ) |
| Will a detour route be signed?.....   | ( ) | ( ) |

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**11. Other (Use this space to explain or expand answers to questions above.)**

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Preparer:

Title:

Date:

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**Attachments**

- ( ) S.O.V. and Responses
- ( ) Wetlands Finding
- ( ) Project Description Sheet
- ( ) Conceptual Stage Relocation Plan
- ( ) Noise Analysis
- ( ) Air Analysis
- ( ) Exhibits and/or Maps
- ( ) 4(f) Evaluation
- ( ) Form AD 1006 (Farmlands)
- ( ) 106 Documentation
- ( ) Other \_\_\_\_\_

Off-System Highway Bridge Program  
Environmental Clearance Procedures  
(Rev. 10/21/05)